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NEOPA Minutes

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2017

## NEOPA General Meeting Minutes - 2017

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**NEBRASKA EDUCATIONAL OFFICE PROFESSIONALS ASSOCIATION**  
**General Membership Meeting Minutes October 28, 2016**  
**Southeast Community College, Lincoln, NE**

**Call to Order:**

President Schleiger called the meeting to order at 12:00 p.m. and welcomed everyone to the 2016 Fall Conference.

**Roll Call by affiliation representation: Jane Schneider**

**NDE Bridge:** 5 members

**LPSAOP:** 31 members

**NEOPA Past Presidents:** 6 members

**UNOPA:** 12 members

**WEOPA:** 1 member

**FROLIKers:** 6 members

**Members with no affiliation:** 1 member

**Approval of minutes – May 19, 2016:**

Motion by Lisa Morehouse: To approve the minutes from the May 19, 2016 General Membership Meeting. Seconded by Carol Bom. Motion carried.

**Treasurer's Report: Debbie Hendricks**

The Treasurer's report will be filed for audit.

**Communications/Announcements:**

\$500 was the goal for NEOPA at the Making Strides for Breast Cancer Walk. \$470 was raised by NEOPA. Lisa Morehouse stated that she would pledge to make the \$500 goal with her donation. President Schleiger thanked all who participated by walking, donors, and those who recruited donations.

**Officer Reports:**

***President: Edie Schleiger***

No report.

***President-elect Membership: Nancy Harter***

Nancy Harter reported NEOPA currently has a total of 145 members. Of those there are 124 Active including 10 new members. We also have 2 Associate, 2 Lifetime, and 17 Retired members.

***Vice President/Meetings Coordinator: Lora Sypal***

There are 50 people in attendance. Lora named volunteers that helped her plan and thanked them for their work during the Fall Conference. She'll send out an evaluation to attendees after the conference. Lora will also send NEOPA members a survey requesting suggestions for the spring workshop/member event.

***Secretary: Jane Schneider***

No report.

***Immediate Past President/Field Service: Denise Fisher***

No report.

***Treasurer: Debbie Hendricks***

No report.

**Coordinator Reports:**

***Networking: Betty Wagner***

Betty was not able to attend but President Schleiger said that Betty and her committee had completed the first *Neon* and praised their effort. She asked us to submit articles for the next *Neon* to Betty. Carol Bom, as member of the Networking Committee, has been keeping the NEOPA Web site updated.

***Leadership: Mary Guest***

Mary was not able to attend but President Schleiger said that the Strategic plan for professional development is in the planning stages and the plans will be presented to the NEOPA board at its winter meeting. Contact Mary with ideas for the plan or to volunteer to part of the committee.

***Mentoring: Carol Bom***

Carol asked members to fill out forms if they want to be mentees or mentors and leave them with her. She said that good resources are available at the <http://teammates.org/> website. A breakfast and meeting will be held November 12 or 19 for those interested.

***Fellowship: Mari Greer***

Mari made packets available for the Yankee Candle fundraiser and noted the deadline for turning in orders is November 9, 2016. The 50/50 fundraiser earned \$146.00 and the winner, Lola Young received \$73.00.

***Recognition: Nancy Summers***

Employee and Administrator of the year deadline was September 15; there were no nominations. The new NEOPA brochure was developed by Chris Cary and some were made available for members to take back to their local organizations for advertising. President Schleiger suggested that members start thinking about who they might nominate next year for awards and be ready when the nomination materials become available summer 2017.

**Other Business: Debbie Hendricks**

Debbie announced that Lisa Morehouse will be installed during the summer 2017 national conference as NAEOP president and hopes many members will be in attendance. She reminded members that NEOPA has scholarship money available for up to 3 member registrations at NAEOP. They are due May 31 and the application will be made available soon.

**New Business:**

President Schleiger asked members to hold the following dates on their calendars:

- April 20 & 21, 2017, NEOPA Spring workshop. The date(s) and type of event will be confirmed after collating member surveys and pending venue selection.
- October 19 & 20, 2017, NEOPA Fall Conference
- June 7-9, 2017, North Central Association conference, Sioux Falls, South Dakota

**NAEOP Annual Conference**

An email was sent to NEOPA members by Mary Guest asking if the North Central Area (NCA) should submit a bid to host the 2018 NAEOP conference in Minnesota and based on the response, the bid was submitted. The NAEOP Board will vote soon to select the hosts. Mary asked President Schleiger to take a show of hands of the NEOPA members in attendance today whether or not NEOPA should participate. Consensus is that the members approve. She noted there will be lots of opportunities to volunteer to help. The NEOPA board voted to join the NCA in hosting the conference at its October 27, 2016 meeting.

**PSP Recognition: Debbie Hendricks**

NEOPA PSP Recipients recognized at the 2016 Fall Conference:

**May 15, 2016 Qualifiers**

Melissa Bailey, LPSAOP	Advanced III, Option I and CEOE
Lameakia Collier, LPSAOP	Bachelor Degree, Option II and CEOE
Nancy Jagadich, LPSAOP	Advanced III, Option I and CEOE
Sarah Kripal, LPSAOP	Advanced III, Option I and CEOE
Lisa Nelson, LPSAOP	Bachelor Degree, Option II
Diane Taurins, LPSAOP	Bachelor Degree, Option II and CEOE
Beth Vaughn, LPSAOP	Advanced III, Option I and CEOE

Recertification:

Summer Brannan, LPSAOP	Advanced I, Option I
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**September 15, 2016 Qualifiers**

Tahnisha Dowd, LPSAOP	Advanced III, Option I and CEOE
Tracy Rohde, LPSAOP	Associate Professional, Option I

Recertification:

Lynette Berry, LPSAOP	Advanced III, Option I
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**Website Demonstration: Carol Bom**

Carol gave us a tour of the NEOPA website.

**Announcements: President Schleiger**

- The LPSAOP craft show will be held at North Start High School, October 29, 2016, 10-3
- The Omaha Educational Office Professionals Association (OEOPA) dissolved and has donated the remaining funds to NEOPA.

There was no further business to come before the NEOPA membership.

**Adjourn:**

President Schleiger adjourned the General Membership Meeting at 12:42 p.m.

Respectfully Submitted,  
Jane Schneider  
NEOPA Secretary, 2016-2017



## NEBRASKA EDUCATIONAL OFFICE PROFESSIONALS ASSOCIATION

**General Membership Meeting Minutes April 26, 2017**

**Grata Bar and Lounge, 6891 A Street Suite 1, Lincoln, NE**

### **Welcome:**

Lisa Morehouse offered some words of welcome to members and introduced Dr. Eric Weber from LPSDO. He came to thank us as professionals for supporting our educational offices. Dr. Weber was on hand to help celebrate and congratulate Nancy Harter on her installation as the 2017-18 UNOPA President and Lisa Morehouse on her installation as 2017-18 NAEOP President.

### **Call to Order:**

President Schleiger called the meeting to order at 6:54 p.m. and welcomed everyone to the 2017 Spring Conference.

### **Roll Call by affiliation representation: Jane Schneider**

**NDE Bridge:** 3 members

**LPSAOP:** 18 members

**NEOPA Past Presidents:** 6 members

**UNOPA:** 11 members

**WEOPA:** 1 member

**FROLIKers:** 7 members

**Members with no affiliation:** None

**Guests:** 6

### **Approval of minutes October 28, 2016:**

**Motion stated** by Lisa Morehouse to approve the minutes from the October 28, 2016 General Membership Meeting as presented, seconded by Denise Fisher. **Motion carried.**

### **Treasurer's Report: Debbie Hendricks**

The Treasurer's report will be filed for audit. Debbie presented the proposed 2017-18 NEOPA Budget.

**Motion stated** by Mary Klucas to approve the 2017-18 proposed NEOPA budget, seconded by Diane Wasser. **Motion carried.**

### **New Business**

### **PSP Recognition: Mary Guest**

Individuals that received their PSP certification by the January 15, 2017 deadline were asked to come forward and receive their awards. First time recipients will receive a Plexiglas plaque with their names and certification noted and those who upgraded or recertified will receive certificates.

NEOPA PSP Recipients recognized at the 2017 Spring Conference:

- Anna Mabry – First time awardee: Bachelors Degree, Option II and CEOE
- Becky Rock – First time awardee: Advanced III, Option 1 and CEOE
- Amy Chandler – Upgraded: Advanced III, Option I and CEOE
- Roxanne Dahlin – Recertified: Basic, Option I

Mary commended Amy Chandler on her diligence for her hard work toward PSP certification from the basic level all the way up to CEOE and commented that she had never seen anyone so dedicated to obtaining that designation.

**Announcements:**

**2017-18 NEOPA Fall and Spring Conferences and 2017 NCA Conference:**

President Schleiger let members know that the NEOPA fall conference will be held on October 20, 2017 at SCC and the NEOPA spring conference will be held on April 13, 2018, also at SCC.

She reminded members that they still have time to register for the NCA conference to be held June 7-9, 2017 in Sioux Falls, South Dakota.

**2017 NAEOP Annual Conference: Mari Greer**

Mari let members know that the NEOPA Board had ordered and received scarves with the State of Nebraska seal on them and that we will be wearing them during the opening session/flag ceremony on Thursday, July 13 at 8:00 a.m. The State attire consists of: navy slacks/skirt, white shirt/blouse, navy blazer/sweater/cardigan and scarf. She had them available for sale for \$17.62 or said members could check them out at NAEOP and return them after the awards banquet.

Alycia Hardin came forward for the 50/50 drawing and the winner of \$44 was Kelly Kenny from WEOPA.

**Adjourn:**

President Schleiger adjourned the General Membership Meeting at 7:17 p.m.

Respectfully Submitted,  
Jane Schneider  
NEOPA Secretary, 2016-2017

Installation of the 2017-2018 NEOPA board was held immediately following the meeting.